

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	21077	Agenda Number	38.
---------------------	----------	-------	---------------	-----

Meeting Date:	January 17, 2013
---------------	------------------

Department:	Purchasing
-------------	------------

## Subject

Authorize award and execution of a 48-month requirements supply agreement with UNIFIRST CORPORATION, for the rental of work uniforms, shop towels and cleaning services for Fleet Services, Austin Resource Recovery and Austin Water Utility Department, in an estimated amount not to exceed \$2,305,580 with one 60-month extension option in an amount not to exceed \$2,881,975 for a total agreement amount not to exceed \$5,187,555.

## Amount and Source of Funding

Funding in the amount of \$112,016 for Austin Resource Recovery; \$221,120 for Austin Water Utility; \$51,136 for Fleet Services Department is available in the Fiscal Year 2012-2013 Operating Budgets. Funding for the remaining 40 months of the original contract period and extension option is contingent upon available funding in future budgets.

## Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	Sole bid received
----------------------	-------------------

Prior Council Action:	
-----------------------	--

For More Information:	Sai Xoomsai, Senior Buyer/972-4016
-----------------------	------------------------------------

Boards and Commission Action:	To be reviewed by the Water and Wastewater Commission January 9, 2013.
-------------------------------	--

Related Items:	
----------------	--

MBE / WBE:	This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No Subcontracting opportunities were identified; therefore, no goals were established for this solicitation.
------------	---

## Additional Backup Information

This contract will provide for continuous rental and cleaning services of uniforms and shop towels for Fleet Services, Austin Resource Recovery (ARR), and Austin Water Utility (AWU) Department employees provided on a weekly basis.

Eleven Sets of uniforms will be provided for approximately 192 Fleet Services employees, 345 ARR employees, and 610 AWU employees for use in the performance of work duties for the City. The uniforms include pants and shirts that are provided for various Fleet positions such as: mechanics, welders, shuttle drivers, store specialists, and Service Center Supervisors.

The uniforms include pants and shirts that are provided for various ARR positions such as: Operations crews, crew leaders and supervisors.

The uniforms include pants and shirts that are provided for various AWU positions such as: Operations crews, crew leaders and supervisors.

The Contractor will pick up soiled uniforms/towels, and deliver clean uniforms/towels on a weekly basis. The services also include any tailoring/alterations to assure proper fit as well as sewing patches if needed.

The shop towels are 100% cotton and are used by the Fleet mechanics to wipe their hands, clean parts or wipe up spills of excess fluids during their daily operations. The shop towel services will be provided on a weekly basis with an estimated 9,000 towels used per month.

MBE/WBE solicited: 0/8

MBE/WBE bid: 0/0

**BID TABULATION**

IFBBV NO. SSC0089

Rental of Work Uniforms, Shop Towels, and Cleaning Services

**Fleet Services  
(6 line items)**

<u>Vendor</u>	<u>Supply of Uniforms</u>	<u>Supply of Towels</u>	<u>Total Award</u>
Unifirst Holdings, Inc. Austin, Texas	\$65,179.40	\$11,520.00	\$76,699.40

**Austin Resource Recovery  
(4 line items)**

<u>Vendor</u>	<u>Supply of Uniforms</u>	<u>Total Award</u>
Unifirst Holdings, Inc. Austin, Texas	\$168,018.76	\$168,018.76

**Austin Water Utility  
(15 line items)**

<u>Vendor</u>	<u>Supply of Uniforms</u>	<u>Total Award</u>
Unifirst Holdings, Inc. Austin, Texas	\$331,676.80	\$331,676.80

A copy of complete bid tabulation is on file in the Purchasing Office and is on the City of Austin, FASD Purchasing Office website.

**PRICE ANALYSIS**

- a. Sole bid received
- b. One hundred and forty eight notices were sent, there were no MBE and eight WBEs. The MBE /WBEs did not respond.
- c. The current unit pricing represents an estimated average decrease of 1% for Austin Resource Recovery and a decrease of 8% for Fleet Services Department compared to the contract awarded in January 2008.

**APPROVAL JUSTIFICATION**

- a. Sole bid received Unifirst is the current provider.
- b. The Purchasing Office concurs with ARR, AWU, and Fleet Services recommendation to award.
- c. Advertised in the Austin American Statesman and Internet